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*Welcoming all to encounter Jesus, grow as disciples, reach out in faith and service.*

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## Parish Pastoral Council Minutes

Thursday Feb 1, 2024

**Attendance:** Robin Sander (Chair), Bronwynn Cutts, Dean Schmidt (Vice Chair), Fr Matthew Ramsay, Bev Canaday, Len Florizone, Andrew Hunt, Stephen Arugay, Heather Hickey, Don Griffith

**Regrets:** Mary Jayne Lozada,  
*Chad Sawatzky has stepped down from parish council (via email), effective February 1, 2024.*

*Meeting called to order at 7:04pm*

### Introduction:

#### 1. Opening prayer and discussion

- Reflection from upcoming Gospel (Mark 1.29-39)

#### 2. Approval of January minutes and matters arising from minutes.

- Edit Simbang Gabi from 10 days to 9 days.
- Robin motioned to approve with edits noted. Bronwynn seconded. Minutes approved as revised.

#### 3. Agenda review

- Father Matthew added a Lent liturgy discussion to smaller goals.
- Robin motioned to approve agenda. Bev seconded. Agenda approved as presented.

### Main goals:

#### 4. Continue discussion of tabernacle discernment.

##### a. Perpetual Adoration chapel

Father Matthew suggested we put an announcement in the bulletin and diocesan bulletin to see if there is any interest in running perpetual Adoration. We'd use wording such as *"St Anne's is interested in providing a venue for city-wide perpetual Adoration."*

##### b. Second tabernacle

We'd need to move the current tabernacle so both Tabernacles aren't visible from main church area. Potentially cut off the chapel doors more permanently: frosted glass or full wall. (not overflow seating for Mass)

Consensus from Parish Council is to "cast net" to see if people want the to run the perpetual Adoration out of St Anne's, with having two tabernacles as a good secondary option. See if there is a diocesan-wide interest in leadership of perpetual Adoration. If not, we'd move towards just two tabernacles. We'd need to create guidelines or protocol for how it would run (agreement that Jesus is not left alone, mess isn't left, etc.) so it is done well.

*Please see attachment with part of email from Fr. Geoff with some guidance regarding tabernacle.*

Action Item: Dean and Len to check with other cities they know that run Perpetual Adoration to see what we need to know about running it.

Action Item: Fr Matthew will continue discussions with Bishop Mark about whether he'd be willing to create a group to run it.

Action Item: Heather put Perpetual Adoration Chapel preliminary interest announcement in bulletin and diocesan bulletin after Fr Matthew talks with Bishop Mark.

## 5. Sanctuary space moving forward

- a. Working plan to move forward with potential for committee with members of parish and someone from council. Fr. Matthew, Len, Robin, and Bronwynn met with a group of the people involved in the initial design and build of current space: Sandra Richter (art and environment) and Doug Shaw. Bob Lauren did not respond. Very positive meeting. They said for the initial design, they shared that they voted as a parish to expand (84%) and in favour of financially supporting it (83%). They had conceptual drawings on easels in the foyer and people voted. The original plan was to eventually replace altar and ambo, but it never was done. Those two pieces are small for our current space. Potential for us to replace those two pieces in our redesign. The overall sense of the meeting that moving forward with redesigning and parish upgrades doesn't go against the original vision of the parish.
- b. Fr Matthew suggested making a committee that would move forward with the design process. Parish Council agreed to moved forward with creating a committee: Fr Matthew, Bronwynn Cutts, Sandra Richter, Doug Shaw, Doug Normand, Daniel Fahlman, Jill Ramsay, Len Florizone

Action Item: Fr Matthew will present our decision to pursue the sanctuary updates to the parish and reach out to these potential committee members.

## 6. New refugee sponsorship

- a. Two nieces of past refugees in Afghanistan. The past refugees reached out to Carmen Koss (Refugee Committee head). Carmen would like to move it forward. Carmen spoke to Jan at the Diocesan Office of Migration. It would cost ~\$40,000 to sponsor the two girls. They (the past refugees) have already raised \$20,000-\$30,000 based on what they've personally saved up. Our parish commitment would be 1 year. The 2 refugees are still in Afghanistan.

**Bronwynn motioned that the pastoral council supports Satarah's nieces when the funding is secured. Andrew seconded. Motion passed.**

Action Item: Fr Matthew get names, ages, situational write-up of these nieces from Carmen for our next meeting. And confirm the amount of money they have saved up.

## Smaller goals:

### 7. New priest to St Annes

- Fr. Arnold Bolima from the Archdiocese of Caceres, Philippines arrived on Feb 1<sup>st</sup> to serve at St Anne's.
- Fr Matthew envisions sharing the liturgy load (splitting Sunday Masses, daily Masses, etc.) and that Fr Matthew would be freed up to be more present at other ministries throughout the parish (attending Knights of Columbus and Catholic Women's League meetings, sacramental classes, etc.).

### 8. Lent liturgy plans.

- Move Friday Mass to 5pm + Stations of the Cross

Action Item: Robin will follow up with Development and Peace committee about potentially serving meatless soup and buns after Stations.

## Update(s):

### 9. Feb 3rd Filipino gathering update

10. Covenant of care pertaining to criminal record check. *Please see attached file with relevant part.*

## Closing

### 11. Action items review

(4) Action Item: Dean and Len to check with other cities they know that run Perpetual Adoration to see what we need to know about running it.

Action Item: Fr Matthew will continue discussions with Bishop Mark about whether he'd be willing to create a group to run it.

Action Item: Heather put PAC preliminary interest announcement in bulletin and diocesan bulletin after Fr Matthew talks with Bishop Mark.

(5) Action Item: Fr Matthew will present our decision to pursue the sanctuary updates to the parish and reach out to these potential committee members.

(6) Action Item: Fr Matthew get names, ages, situational write-up of these nieces from Carmen for our next meeting. And confirm the amount of money they have saved up.

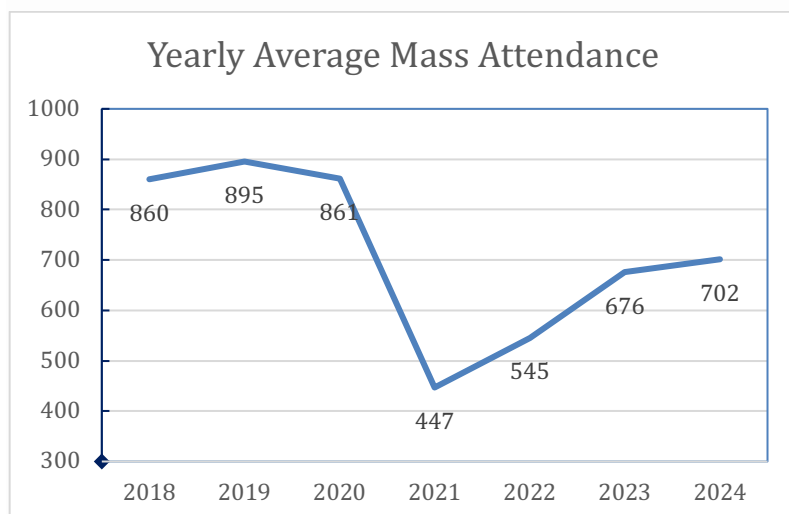
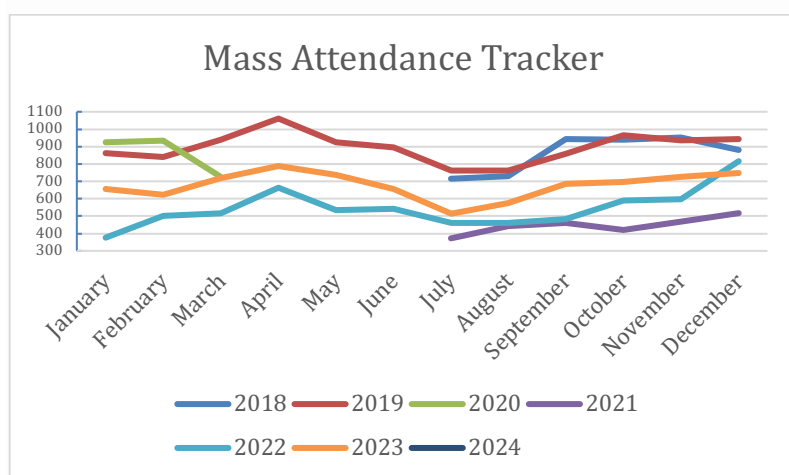
(8) Action Item: Robin will follow up with D&P committee about potentially serving meatless soup and buns after Stations.

## 12. Closing Prayer

*Meeting Adjourned at 9:01*

## Mass Attendance Tracker

	2018	2019	2020	2021	2022	2023	2024
January		861	924		376	655	702
February		841	934		502	623	
March		938	726		517	717	
April		1061			663	788	
May		925			533	736	
June		895			542	656	
July	715	762		372	461	514	
August	730	762		441	462	576	
September	943	857		461	483	684	
October	941	966		421	591	695	
November	952	934		469	596	726	
December	880	943.8		517	816	747	
<b>Average</b>	<b>860</b>	<b>895</b>	<b>861</b>	<b>447</b>	<b>545</b>	<b>676</b>	<b>702</b>



Here is the relevant part of the Covenant of Care. Anyone who wants can access the full document here

<https://rcdos.ca/wp-content/uploads/2023/09/Covenant-of-Care-Safeguarding-Policy-UPDATED-APPENDIX-A.pdf>

The portions below come from pages 7-8.

**A low-risk position:**

- Does not require close contact with children, youth or vulnerable adults,
- Is supervised directly or indirectly at all times, and
- Does not include handling money, food or driving.

Low-risk positions include altar serving, music ministry and Proclamation of the Word.

**A high-risk position involves:**

- Working in an unsupervised setting where money, food, or transportation could be provided to children, youth and/or vulnerable adults,
- Being alone, unsupervised or having access to confidential information, and/or
- Being entrusted with control of keys and property.

High-risk positions include but are not limited to priestly ministry, employed lay ministry, children's liturgy leadership, altar serving leadership, bookkeeping, Eucharistic ministry to the sick and shut-ins, youth ministry, and volunteer driving.

All volunteers working in high-risk positions will:

- Participate in training on the Covenant of Care before they begin ministry with vulnerable persons.
- Submit a Criminal Occurrence Security Check (police record check) at the beginning of their volunteer ministry and every five years following. Parishes can send the volunteer for their check with a **Volunteer Letter** (Appendix A). Criminal Occurrence Security Checks are to be opened and screened by the Pastor and/or Parish Life Director. The parish and volunteer ministry are to be written on

So I think you have the following options available to you:

i. One tabernacle in main Church area; one in the small chapel - keep the doors closed (I'd also have the tabernacle light for the chapel interiorly in the chapel so as not to cause confusion from the main church body). Perhaps situate the tabernacle in a spot that's not visible either from the larger church in the event doors need to be opened up. Or for a big mass (I don't know if you seat people in the chapel) - I suppose if you were to open things up: probably for those celebration remove the blessed sacrament from little chapel on those occasions. And vice-versa during the Triduum when you empty the main tabernacle in the main church area, that space/tabernacle could be used as the altar of repose etc.

ii. You could if you feel it more appropriate - also situate the main tabernacle in the sanctuary of the Church; and then just for adoration for people in the small chapel expose it and carry it over to the small chapel altar.

I think the first option would be good (from what I know of how St. Anne uses its various spaces): I know its more intimate place to celebrate daily mass and as you mentioned - when people after confessions or other times wish to pray in adoration (without the Blessed Sacrament being exposed); its nice to have small tabernacle in that space.

Practically speaking, if you go ahead in that way; for the most part I think the chapel doors should be kept closed off so it is indeed a separate place. (Much like Holy Spirit ended up between when Fr. Denis put those stainclass/nonmoveable walls - or the new Cathedral) - its cut off from the main church body. So it is properly a chapel which means it can have a tabernacle there and/or exposition of the Blessed Sacrament regardless of the activities happening the Church itself. I.e. a separate worship or liturgical space proper.